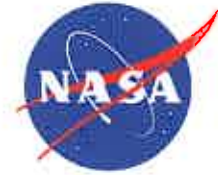


**National Aeronautics and Space Administration**

**Headquarters**

Washington, DC 20546-0001



March 14, 2013

Reply to Attn of:

Office of Communication  
Headquarters, FOIA Office

Michael Morisy  
MuckRock News  
DEPT MR 3366  
PO Box 55819  
Boston, MA 02205-5819

FOIA: 13-HQ-F-00435

Dear Mr. Morisy:

This is an acknowledgement to your Freedom of Information Act (FOIA) request dated and received March 12, 2013, at the NASA Headquarters FOIA Office. Your request has been assigned Case File Number 13-HQ-F-00435. Your request was for:

1. Copies of contracts with Booz Allen Hamilton over the past 5 years.
2. Any final reports generated and delivered by Booz Allen Hamilton to the agency over the past 5 years.

Based on the information provided in your letter, we are unable to process your request at this time. The FOIA is a record retrieval statute, and based on the information provided in your request, it is unclear what specific records you are requesting. In accordance with the National Aeronautics and Space Administration's (NASA) FOIA regulations (14 CFR §1206.601), a requester is required to describe the record(s) sought so that a knowledgeable official can locate the record with a reasonable amount of effort. Descriptive information about a record may be divided into two broad categories:

- (i) Category I is file-related and includes information such as type of record, title, index citation, subject area, date the record was created, or its originator.
- (ii) Category II is event-related and includes the circumstances that resulted in the record being created or the date and circumstances surrounding the event the record covers.

NASA is not equipped to conduct a text search for 'Copies of contracts with Booz Allen Hamilton and Any final reports delivered by Booz Allen Hamilton,' throughout all files or contract files in the Agency that will produce a list of responsive records. Information of this nature is produced and compiled by various offices throughout the Agency. Contract files

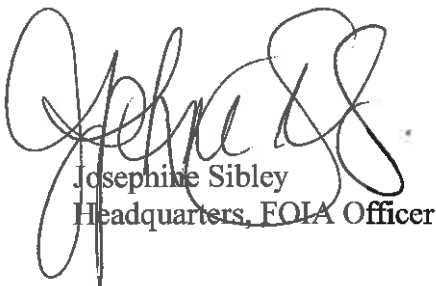
are maintained by specific contract numbers. In accordance with Department of Justice guidance, in a proper FOIA request, a requester must provide enough information to allow an Agency to conduct a reasonable, non-random search for responsive records and the request must not be overly broad. Additionally, the FOIA was not intended to reduce government agencies to full-time investigators on behalf of requesters. Please be advised that Agencies are not required to conduct wide-ranging, unreasonably burdensome searches for records; requesters are required to identify the specific records they are seeking.

Therefore, we ask that you narrow the scope of your request, providing specific document requests, contract numbers, etc, that will allow us to conduct a non-random, reasonable search for responsive records. In accordance with 14 CFR § 1206.702 and Department of Justice guidance, if we do not hear from you within 20 workdays of the date of this letter, we will assume you are no longer interested in this matter and will close the file on your request.

Additionally, we will address your request for a fee waiver when you have narrowed the scope of your request to allow us to conduct a reasonable, non-random search for responsive records.

Please contact Lubna Shirazi at [Lubna.M.Shirazi@nasa.gov](mailto:Lubna.M.Shirazi@nasa.gov) or 202-358-2034, if you require further assistance.

Sincerely,



Josephine Sibley  
Headquarters, FOIA Officer